



**Richard J. Donovan Correctional Facility**

# RICHARD J. DONOVAN CORRECTIONAL FACILITY

## STAFFING STAFFING SUMMARY

Staffing Category	Classification	Staffing July 7A*	Standardized Staffing Totals July 2013	Staffing Changes
<i>Management</i>	Warden	1.0	1.0	0.0
	Chief Deputy	1.0	1.0	0.0
	Assoc. Warden	6.0	5.0	-1.0
	Captain	6.0	6.0	0.0
<i>Custody*</i>	Lieutenant	32.1	27.8	-4.3
	Sergeant	84.3	78.8	-5.5
	Officer	749.4	682.5	-66.9
<i>Correctional Counselor</i>	CCIII	2.0	1.0	-1.0
	CCII	12.1	10.0	-2.1
	CCI	44.5	25.0	-19.5
<i>Support Services</i>	Total PY	179.4	119.5	-59.9
<i>Canteen</i>	Total PY	7.0	7.0	0.0
<i>Food Services</i>	Total PY	34.8	35.4	0.6
<i>Personnel</i>	Total PY	20.0	22.0	2.0
<i>Plant Operations</i>	Total PY	54.0	57.0	3.0
<i>Enterprise Information Systems (EIS)</i>	Total PY	6.0	6.0	0.0
<i>Education</i>	Total PY	32.5	31.0	-1.5
<i>Vocation</i>	Total PY	3.0	7.0	4.0
<i>Dental</i>	Total PY	36.0	34.0	-2.0
<i>Mental Health</i>	Total PY	114.5	138.1	23.6
<b>Custody</b>	Subtotal	<b>938.4</b>	<b>838.1</b>	<b>-100.3</b>
<b>Non Custody</b>	Subtotal	<b>301.2</b>	<b>246.9</b>	<b>-54.3</b>
<b>Inmate Programs</b>	Subtotal	<b>35.5</b>	<b>38.0</b>	<b>2.5</b>
<b>Health Care</b>	Subtotal	<b>150.5</b>	<b>172.1</b>	<b>21.6</b>
<b>Institution Total</b>		<b>1,425.6</b>	<b>1,295.1</b>	<b>-130.5</b>

\*Custody includes Health Care Access (HCA), assumes an 8% reduction and ratio relief positions.  
Staffing numbers are subject to change, not all of the institutions have been reviewed.

# RICHARD J. DONOVAN CORRECTIONAL FACILITY HOUSING PLAN

HOUSING UNIT	TYPE	DESIGN CAPACITY	STAFFED CAPACITY	CUSTODY LEVEL	PROGRAM ASSIGNMENT	P/A PROGRAM	SUPPORT SERVICES	ACADEMIC EDUCATION	CAREER TECHNICAL EDUCATION	CONTRACT TREATMENT PROGRAMS	EMPLOYMENT PROGRAMS	CLARK CLUSTERING	DPP FACILITY
<b>MSF</b>													
Bldg 21	Dorm	96	96	I	GP								
Bldg 22	Dorm	96	96	I	GP								
Fire House		8	8	I	GP								
Total		200	200										
<b>FACILITY A</b>													
Bldg 1	270 Cells	100	150	III	EOP								X
Bldg 2	270 Cells	100	150	III	EOP								X
Bldg 3	270 Cells	100	150	III	GP	X							X
Bldg 4	270 Cells	100	150	III	GP	X							X
Bldg 5	270 Cells	100	150	III	GP	X							X
Total		500	750										
<b>FACILITY B</b>													
Unit 06	270 Cells	50	63	N/A	ASU								X
Unit 06	270 Cells	50	50	N/A	EOP ASU								X
Unit 07	270 Cells	100	125	N/A	ASU								X
Unit 08	270 Cells	100	150	III	SNY	X							X
Unit 09	270 Cells	100	150	III	SNY	X							X
Unit 10	270 Cells	100	150	III	SNY	X							X
Total		500	688										
<b>FACILITY C</b>													
Unit 11	270 Cells	100	150	IV	SNY	X						X	X
Unit 12	270 Cells	100	150	IV	SNY	X							X
Unit 13	270 Cells	100	150	IV	SNY	X							X
Unit 14	270 Cells	100	150	IV	SNY	X							X
Unit 15	270 Cells	100	150	IV	SNY EOP							X	X
Total		500	750										
<b>FACILITY D</b>													
Bldg 16	270 Cells	100	150	III	SNY								X
Bldg 17	270 Cells	100	150	III	SNY								X
Bldg 18	270 Cells	100	150	III	SNY								X
Bldg 19	270 Cells	100	150	III	SNY								X
Bldg 20	270 Cells	100	150	III	SNY	X							X
Total		500	750										
<b>GRAND TOTAL</b>		<b>2,200</b>	<b>3,138</b>			<b>248</b>	<b>886</b>	<b>432</b>	<b>189</b>	<b>0</b>	<b>0</b>		

% OF STAFFED CAPACITY					
8%	28%	14%	6%	0%	0%

# RICHARD J. DONOVAN CORRECTIONAL FACILITY PROGRAMMING PLAN

RJD will be designated as a Standard Program Site.

Programs at this institution will include Academic Education and Career Technical Education. The tables below illustrate the estimated staffing and capacities by program area:

CORRECTIONAL EDUCATION						
Staff	FY 11-12		FY 12-13		FY 13-14	
Principal	1.0		1.0		1.0	
Assistant Principal	2.0		2.0		2.0	
Office Technician	2.0		2.0		2.0	
Office Assistant	1.0		1.0		1.0	
Senior Librarian	1.0		1.0		1.0	
Librarian	2.0		1.0		1.0	
Library Technical Ass't	4.5		2.0		2.0	
Tester	3.0		3.0		3.0	
Teaching Assistant	4.0		1.0		1.0	
Television Specialist	1.0		1.0		1.0	
PE Teacher (Coach)	0.0		1.0		1.0	
TOTALS	21.5		16.0		16.0	
Academic Education	Authorized Staff	Budgeted Capacity	Proposed Staff	Budgeted Capacity	Proposed Staff	Budgeted Capacity
General Population	3.0	162	4.0	216	4.0	216
Isolated Population	2.0	216	2.0	216	2.0	216
Voluntary Educ. Program	6.0	720	9.0	1,080	9.0	1,080
TOTALS	11.0	1,098	15.0	1,512	15.0	1,512
Career Technical Education	Authorized Staff	Budgeted Capacity	Proposed Staff	Budgeted Capacity	Proposed Staff	Budgeted Capacity
Auto Mechanics		0		0		0
Auto Repair		0		0		0
Building Maintenance		0		0		0
Carpentry		0	1.0	27	1.0	27
Computer Literacy		0	1.0	27	2.0	54
Cosmetology		0		0		0
Electrical Work		0		0		0
Electronics	1.0	27	1.0	27	1.0	27
HVAC		0	1.0	27	1.0	27
Machine Shop	1.0	27	1.0	27	1.0	27
Masonry		0		0		0
Office Technologies		0		0		0
Plumbing		0		0		0
Sheet Metal		0		0		0
Small Engine Repair		0		0		0
Welding	1.0	27	1.0	27	1.0	27
TBD		0		0		0
TOTALS	3.0	81	6.0	162	7.0	189

# RICHARD J. DONOVAN CORRECTIONAL FACILITY PROGRAMMING PLAN

ADDITIONAL INMATE ACTIVITIES			
Prison Industries Authority Programs	186	186	186
Support Services Assignments	886	886	886
TOTALS	1,072	1,072	1,072
Total Annual Capacity *	2,251	2,746	2,773

\* Excludes Self-help, Recreation, Inmate Leisure Time Activity Groups, PIA, and Support Services